

CHILDREN'S SERVICES COUNCIL OF MARTIN COUNTY (CSCMC)

Regular Council Meeting
Monday, December 14, 2020 10:00 a.m.

MINUTES

Having a quorum, Joshua Ferraro (Chair) called the meeting to order at 10:03 a.m. and took roll.

Council Members Present: Joshua Ferraro (Chair)
James Campo (Vice-Chair)
Christia Li Roberts (Treasurer)
William Tulko
Susan Burrows
Robert "Bob" McPartlan
Dr. John D. Millay

Council Members Absent: Sarah Heard
Hon. Judge Steven J. Levin

Public Present: N/A

Staff Present: David Heaton (Executive Director), Laura Haase (Director of Program Operations), Zackery Hackley (Director of Finance), Christine Georges (Administrative Services Manager), Jennifer Ahern (Manager of Outreach and Communications), Chanda Narkiewicz (Manager of Planning, Evaluation & Community Development), Nicole King (Contract Specialist), Cara Good (Contract Specialist), Jennifer Carter (Fiscal Specialist), Danyella Lustosa (Administrative Assistant/Receptionist), and Frances Kaleta (Finance Administrative Assistant).

David Heaton, Executive Director, introduced two new Council Members to the CSCMC Council. Robert "Bob" McPartlan representing the Department of Children & Families, and also introduced is the new Martin County School District's Superintendent Dr. John D. Millay. All current CSCMC Council Members introduced themselves to the two new Council Members.

A motion was made by James Campo and seconded by Susan Burrows to adopt the agenda, as presented. The motion passed unanimously (7-0 vote).

A motion was made by James Campo and seconded by Susan Burrows to approve the minutes of November 16, 2020, as presented. The motion passed unanimously (7-0 vote).

Public Comments and Introduction of Council Meeting Attendees:

No Public Comments

New Business:

A. Martin READS! – Budget Transfer

A motion was made by James Campo and seconded by William Tulko to approve staff's recommendation for the transfer of \$300,000 from program reserve to the Martin READS! Future Literacy Program line item in the 2020-2021 Budget. The motion passed unanimously (7-0 vote).

B. Project L.I.F.T. – Request for CSCMC Funds in the amount of \$35,000 for COVID-19 Relief and Recovery Fund Application

A motion was made by Christia Li Roberts and seconded by William Tulko to approve staff's recommendation for the funding in the amount of \$35,000 toward the *Coronavirus COVID-19 Relief and Recovery Fund Application* by Project L.I.F.T. to be utilized to support the increased expense of serving up to 140 more participants over the next 90 days. CSCMC funds will be used from fund balance. The motion passed unanimously (7-0 vote).

C. 2020 CSCMC Meeting Calendar

A motion was made by Christia Li Roberts and seconded by Robert "Bob" McPartlan to approve the 2021 CSCMC Meeting Calendar for 10:00 a.m., as presented. The motion passed unanimously (7-0 vote).

D. 2020 CSCMC Committee Members and Check Signers (Verbal Discussion)

Discussion about CSCMC Committees for 2021 and the three Check Signers for 2021 are Christia Li Roberts, Josh Ferraro and Susan Burrows.

No motion required.

Staff Reports:

- A. Discussion on the 2019-2020 End-of-Year Program Performance Reports. The Council heard from Council Treasurer, Christia Li Roberts presenting an explanation of the End-of-Year Program Performance Reports.
- B. David Heaton announced Council Member William Tulko's resignation from CSCMC Council and presented an award to Mr. Tulko from Staff.

Superintendent Dr. John D. Millay left at 10:59 a.m.

For Your Information:

David Heaton discussed the Auditor's Communication Letter (SAS114). The Council also heard from the Director of Finance, Zack Hackley.

Council Member Comments:

As no further discussion existed, the meeting was adjourned by Joshua Ferraro (Chair) at 11:05 a.m.

Joshua Ferraro, Chair

David L. Heaton, Executive Director